



REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

<u>Date:</u> 10 Dec 18	<u>Interviewer:</u> Drew Nishiyama	RFA #18-89
<u>Name of Person(s) Requesting Assistance:</u> [REDACTED]		
<u>Contact Numbers (telephone, e-mail, etc.):</u>		
<u>Requested Assistance Pertaining To (name, position, policy, project, etc.):</u>		
<u>Contact Numbers (telephone, e-mail, etc.):</u>		

To the best of your knowledge, please fill out the following:

Interviewee Status: ☐ Male ☒ Female ☐ Other :
☐ He/Him/His ☐ She/Her/Hers ☐ They/Them/Theirs ☐ Other :
☐ Administrator ☐ Faculty ☐ Staff ☐ Student

Concern Regarding: ☐ Male ☒ Female ☐ Other:
☐ He/Him/His ☐ She/Her/Hers ☐ They/Them/Theirs ☐ Other :
☐ Administrator ☐ Faculty ☐ Staff ☐ Student
☐ Other:

Category: *(Please check at least one)*

- | | | | | |
|--------------------------------------------------------|--------------------------------------------|---------------------------------------------|-------------------------------------|----------------------------------------------|
| <input type="checkbox"/> Age | <input type="checkbox"/> Color | <input type="checkbox"/> Creed | <input type="checkbox"/> Disability | <input type="checkbox"/> Veteran Status |
| <input type="checkbox"/> Marital Status | <input type="checkbox"/> National Origin | <input type="checkbox"/> Race | <input type="checkbox"/> Religion | <input type="checkbox"/> Retaliation |
| <input checked="" type="checkbox"/> Sex/Gender | <input type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Employment | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Gender Identity or Expression | | | | |

Time Line		
Date	Item	Comments
10 Dec 18`		Rec'd email from [REDACTED] claiming harassment from one of her former friends. DTN emailed outreach and resources on 10 Dec 18.
14 Jan 19		DTN emailed follow up
23 Jan 19		DN received emailed from [REDACTED] saying all is well and that the resources EO provided were helpful.